

TRACY GRAHAM LAWSON

District Attorney
Clayton Judicial Circuit



Gary R. Dubose, MS
Coordinator, Pretrial Diversion

Shavon Hagger
Pretrial Diversion Assistant

Harold R. Banke Justice Center, 4th Floor* 9151 Tara Blvd, Jonesboro, GA 30236

Community Service Instructions

- Choose a Non-Profit Organization from our list or one of choice
- Verify that the organization is in fact NON-PROFIT and make sure they can provide you with a letter of completion on a letterhead
- Document the dates, times and hours you volunteer on the community service sheet that is provided
- Complete the total number of hours required

Fraudulent information will not be tolerated; you will automatically be terminated if you provide false information. **If the above instructions are not followed, your community service will not be accepted and you will be terminated from the program, followed by normal court proceedings.**

Once community service is completed, turn in your letter from organization (MUST BE ON LETTERHEAD) and your community service sheet via fax or in person by deadline.

Community Service Site List & Information Guide

Perfecting The Saints Church International
1009 Highway 19 41
Hampton, GA 30260
Contact Person- Kahlila Young (770-707-1159)

Tarqu Phase II
157 Forsyth Street SW
Atlanta, GA 30303
Contact Person- Robin Brooks (404-597-4434)

Youth Empowerment Project
601 Denham Street
Riverdale, GA 30274
Contact Person- Glenn Dowell (770-909-0808)

Clayton County Refuse Control
7984 North McDonough Street
Jonesboro, GA 30236-2437
Contact Person – Barbara Camp (770-473-3948) or (770-477-3548)

The Libraries of Clayton County
865 Battle Creek Road
Jonesboro, GA 30236
(770-473-3850) (Fax 770-473-3858)
Traffic offenses only – no theft, violence, drugs

Lovejoy Community Center
11622 Hastings Bridge Road
Hampton, GA 30250
Contact Person – Claire Cannon (678-902-9127)

Atlanta Food Bank
732 Joseph E. Lowery Blvd., NW
Atlanta, GA 30318-6628
Contact Person Erskin Harvey (404)892-9822 Ext 1202

Atlanta Humane Society
981 Howell Mill Road NW
Atlanta, GA 30318
Contact Person Katie Black (404)974-2803 or (404)875 5432

Monetary Donations also can be made at your local Red Cross or United Way at a rate of \$5.00 per hour. Ex: 40 hours x \$5 = \$200

Please provide receipt to get community service credit for your payment. The monetary donations must not exceed 40 hours of community service.



Clayton County District Attorney Office
Community Service Timesheet

Clients Name _____

Telephone _____

Hours Ordered _____

Community Service Site _____

*****ALL COMMUNITY SERVICE HOURS MUST BE PERFORMED AT AN NON PROFIT (501C.3) AGENCY*****

Date	Time In	Time Out	Total Hours	Supervisor

Total Hours Completed _____

Non Profit Agency Name _____

Agency Phone Number _____

Supervisor Signature _____

Please Forward to: Gary Dubose or Shavon Hagger at Clayton County District Attorney Office
9151 Tara Blvd. Jonesboro, GA 30236; Office (770)-477-3450; Fax (770)472-8150